



TOWN OF LOS GATOS

RJ BRYANT SERVICE CENTER
41 MILES AVENUE
LOS GATOS, CA 95030

TRANSPORTATION & PARKING COMMISSION

THURSDAY, MAY 12, 2016
7:30 AM - REGULAR MEETING

AGENDA

1. MEETING CALLED TO ORDER

2. ROLL CALL

3. APPROVAL OF THE REGULAR MEETING MINUTES

A. April 14, 2016

(Attachment 1)

4. VERBAL COMMUNICATIONS

A. Public Speakers *(Three minute time limit per speaker for subjects not agendized.)*

B. Commissioners (information only, not for discussion)

5. COMMISSION MATTERS

A. Chairperson Report

B. Board and Commission Adopted Priorities

List of Priorities

1. Traffic: Investigate ways to deal with "cut through" traffic from Highway 17 and downtown gridlock
2. Parking: Coordinate with Town Council Ad Hoc committee on plans for parking garage
3. Electric vehicles: Deploy additional stations and expand existing locations
4. Safety: Encourage Town Council adoption of Vision Zero
5. Schools: Traffic around Schools
6. Technology: Investigate new parking efficiency technologies
7. Efficiency: Maximize use of grants and outside funding sources for all projects

C. Traffic Patterns presentation

D. Envision SV

6. **DEPARTMENT MATTERS/ITEMS FOR INFORMATION**

- A. PD Update
- B. PPW Director's Report
- C. Transportation & Parking Projects Update FY 2015-16 (items covered as time allows)
- D. Advanced Planning – 2016-17 Capital Projects

7. **COMMISSION/COMMITTEE MEETING REPORTS**

- A. Town BPAC (Chair Ristow)
- B. Safe Routes to Schools (Vice-Chair Ladd)
- C. VTA BPAC (Commissioner Hertan)

8. **ADJOURNMENT**

Next Regular Meeting: Thursday, June 9, 2016.

Attachments*:

- 1. Minutes of Regular Meeting – April 14, 2016

**ATTACHMENTS ARE AVAILABLE FOR VIEWING AT THE LIBRARY AND THE UPSTAIRS CLERK BOARD*

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Parks and Public Works Department at (408) 399-5770. Notification 48 hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [29 CFR § 35.102-35.104]

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TRANSPORTATION & PARKING COMMISSION

THURSDAY, APRIL 14, 2016
7:30 A.M. REGULAR MEETING

MINUTES**1. MEETING CALLED TO ORDER**

The Transportation and Parking Commission Regular Meeting was called to order at 7:35 a.m. by **Chair Ristow**.

2. ROLL CALL

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Commissioner Buxton		Matt Morley - PPW	None
Commissioner Crummett		Kalipo Kauwelo - PD	
Vice-Chair Ladd			
Commissioner Nordmo			
Chair Ristow			
Commissioner Snyder			

3. APPROVAL OF THE MARCH 17, 2016 MINUTES – SPECIAL MEETING

MOTION: Commissioner Buxton motioned to approve the minutes for the March 17th Special Meeting.

Seconded: Commissioner Snyder

VOTE: AYE: 4 NAY: 0 ABSENT: 0

4. Roberts Rules & Meeting Structure

Director Morley gave an overview of the Roberts Rules and Brown Act and how it pertains to the commission meetings and email correspondence.

5. VERBAL COMMUNICATIONS

(Three minute time limit per speaker for subjects not agendized.)

A. Public Speakers

None

B. Commissioners (information only, not for discussion)

Commissioner Snyder informed the Commission that he had completed his ride-along with Sgt. Kauwelo. **Chair Ristow** introduced the two new commissioners that were present, Megan Crummett and Jan Nordmo.

6.

COMMISSION MATTERS**A. Chairperson Report**

Chair Ristow informed the Commission that she also had completed her ride-along with Sgt. Kauwelo. **Sgt. Kauwelo** briefly explained the ride-along event procedure to the new commissioners. **Chair Ristow** informed the Commission of the upcoming Spring into Green event on April 24th.

Action: **Director Morley** to send out a Spring into Green event schedule, as well as the ride-along request form.

B. Board and Commission Adopted Priorities**1. Traffic: Investigate ways to deal with “cut through” traffic from Highway 17 and downtown gridlock**

PPW Director Morley updated the Commission that the Town was working with CALTRANS on the following items:

- North Santa Cruz Avenue/ Highway 9 traffic light timing

- Freeway signage and closing South Santa Cruz Avenue towards the Highway 17 ramp

Other Town items to be implemented outside Downtown:

- Winchester Blvd/ Lark Ave- “Highway 17” emblems to be installed on the asphalt

- Traffic light timing adjustment on Main Street/ North Santa Cruz

- Resident poll on the Almond Grove street closure of Massol and Tait Avenues

Commissioners commented and discussed these items.

2. Parking: Coordinate with Town Council Ad Hoc committee on plans for parking garage

PPW Director Morley reported that Council instructed him to go back to the developers and request alternate solutions. Next Ad Hoc meeting will be 3-4 weeks out, no firm date set up. Commissioners commented and discussed this item.

Action: **Director Morley** to notify Commission of official meeting date.

3. Electric vehicles: Deploy additional stations and expand existing locations

Director Morley discussed the Electric Vehicle Charging Station Memo (Attachment #2). Commissioners commented and discussed this item.

MOTION: **Commissioner Buxton** motioned to approve that this priority had been successfully completed and to remove it as an active priority.

Seconded: **Commissioner Ladd**

VOTE: **AYE: 5** **NAY: 0** **ABSTAIN: 1**

4. Safety: Encourage Town Council adoption of Vision Zero

Chair Ristow recapped the joint ad hoc committees, BPAC and TPC, encouragement of the Council to adopt Vision Zero. **PPW Director Morley** stated the next Council meeting to address the Commission Priorities, Vision Zero included, would be May 17th. Commissioners commented and discussed this item.

5. Schools: Traffic around Schools

PPW Director Morley informed the Commission that the traffic consultant, Traffic Patterns, had started a manual traffic control at Fisher Middle School. He also gave an overview on this item to the new Commissioners. Traffic Patterns will be present at the next TPC meeting, May 12th. Commissioners commented and discussed this item.

6. **Technology:** Investigate new parking efficiency technologies

PPW Director Morley reported that the Town was using WAZE in two ways: Cut-thru traffic and parking. He reviewed the VIMOC Montebello area pilot parking program. He informed the Commission that VIMOC had allowed data access to WAZE. The VIMOC pilot program had expired and the Town is looking to see what the next steps would be. Commissioners commented and discussed this item.

7. **Efficiency:** Maximize use of grants and outside funding sources for all projects

PPW Director Morley indicated that two grants were applied for: expanding pilot parking technologies and upgrading traffic signal infrastructure.

C. **Select Ad Hoc for Priorities**

Chair Ristow explained the Ad Hoc Committee process and the need to create one for new Commission Priorities. **Vice-Chair Ladd** gave the history on the previous Ad Hoc Committee and her interest in remaining on the Committee. **Commissioner Nordmo** stated he was interested in becoming a member. **Commissioner Buxton** also volunteered.

MOTION: Vice-Chair Ladd motioned to create a new Ad Hoc Priorities Committee with three members: Vice-Chair Ladd, Commissioner Buxton and Commissioner Nordmo.

Seconded: Chair Ristow

VOTE: AYE: 6 NAY: 0 ABSTAIN: 0

Action: Send current priorities document to the Commission.

7. **DEPARTMENT MATTERS/ ITEMS FOR INFORMATION**

A. **PD Update**

Sgt. Kauwelo reported on:

- February collisions
- Completion of preferential parking permit program for Alpine Avenue
- Special Events

4/24/16- The Great Race

5/14/16- 43rd Cats Hill Race

5/14/16- Girls on the Run

- Safety Events

4/18/16 – 4/22/16-Take it to the Streets

April Juvenile Diversion Class

5/19/16 - Bike Rodeo at Van Meter Elementary

Commissioners commented and discussed these items.

B. **PPW Director's Report**

PPW Director Morley combined items 7B, 7C and 7D. He reviewed the following construction projects: Almond Grove and Street resurfacing project. Also, future Capital Improvement Projects are being finalized for the 5/17/16 Council Meeting. Commissioners commented and discussed these items.

C. **Transportation & Parking Projects Update FY 2015 – 2016**

Already discussed in the Director's Report.

D. Advanced Planning – 2016 – 2017 Capital Projects

Already discussed in the Director's Report.

8. COMMISSION/ COMMITTEE MEETING REPORTS**A. Town BPAC**

Chair Ristow reported out on the following April 7th BPAC meeting items: Master Plan consultant, Place Works and Traffic Patterns presentation. The next meeting would be June 2nd.

B. Safe Routes to Schools

No new meeting since the March 16th meeting.

C. VTA BPAC

No new update

9. ADJOURNMENT

Chair Ristow adjourned the meeting at 9:35 a.m.

Next Regular Meeting: Thursday, May 12, 2016 at 7:30 a.m.

***FINAL APPROVED MINUTES WILL BE AVAILABLE ON THE TOWN'S WEBSITE
AFTER THE NEXT REGULAR MEETING, Thursday, May 12, 2016.***